

**System Review and Data**  
**Meeting Minutes for February 2, 2001**  
**State EMS Authority**  
**1930 9<sup>th</sup> Street**  
**Sacramento, California**  
**10:00am – 3:00pm**

**I. Introduction**

Steve Andriese called the meeting to order.

Members Present: Bonnie Sinz, Cathy Ord, Deidre Myles, Craig Stroup, Charla Jensen, Miranda Swanson, Mercia Brandon, Mike Denton, Dave Yagel, Marie Harper, Terri Carlson, Roselyn Cope, Ed Armitage.

**II. Approval of Minutes**

Bonnie had several changes to be made. She will contact Mercia to make the corrections.

**III. Business Items**

- Vision Conference: Miranda reported that overall, the Conference went quite smoothly. The leads felt they got some helpful input from the committee members. The results of the survey reported satisfaction among the groups. The follow-up document will be distributed by late February or early March.
- Grant funding for CQI: There has been no reply from EMSC. However, the partnership grant has been approved. Mountain Valley EMS Agency has also applied for a Prevention 2000 grant for \$165,000 for the first year and \$140,000 for the second year.
- NHTSA "Leadership Guide to QI Workshop": A final count for members attending is needed by next week, (Day 1-Data Collection, Day 2-QI). It was suggested that more information be gathered from Susan. Announcements will be made over the list-server for sign-ups.
- Action Plan Errors: Steve will reschedule the dates.
- MSPProject Update: Miranda put the Action Plan into MSPProject. The dates are still being addressed. By the next meeting, there will be something for everyone to peruse.
- Update on testing of draft Local EMS Staff Survey: This is part of the LEMSA evaluation process. It was supposed to go on the website. However, it was delayed. It was broken into six parts. It should take a few days to complete.
- Approval of the Indicators for release for public comment: Craig thinks they need more exposure and comments from constituents than what is received through the list-server. The completion date will be late

March or early April. It was suggested to discuss indicators at breakfast or dinner at the workshops.

- Future Meeting Dates: The next meeting will be scheduled for April 20<sup>th</sup> in Sacramento from 10:30am – 3:00pm (9-10:30am for QI meeting). The next meeting will be scheduled for June 29<sup>th</sup> in Sacramento from 10:30am – 3:00pm (9-10:30am for QI meeting).
- CQI: Craig and the group looked at the organization and the index. “Quality of care,” “operational,” and “clinical” were taken out. “Peds and adults” were also taken out. The subgroup also looked at statewide quality indicators and accepted those to follow. They are now focusing on outcome information. The indicators should be completed by March 16<sup>th</sup>.
- Legislative: (Bonnie) The Discovery Protection QI Legislation has met all the legislative deadlines. February 23<sup>rd</sup> is the deadline for an author.
- Data-OTS Grant Update: The Data ad-hoc group has almost completed the data dictionary. The data dictionary has been developed to allow for quality indicator analysis. There were some concerns regarding security issues with data sharing. The Trauma Advisory Group approved the formation of an Ad Hoc group to start looking at trauma data. The group will put together a committee of system trauma coordinators to look at some of the data that already exists. The group would like to put together a “warehouse” from which to pull the data from.
- Development of Final Document Drafts: Steve would like a draft on the system design for the OTS grant. All of the documents in the action plan should be developed as guidelines in order to identify what still needs to be done. As the indicators are developed, they can be put into the document.

#### **IV. Adjournment**

Bonnie Sinz adjourned the meeting.